

Florida Association of City Clerks

April 2, 2021

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Message from the President

SIX LITTLE STORIES WITH LOTS OF MEANINGS

1. Once all villagers decided to pray for rain. On the day of prayer, all the people gathered, but only one boy came with an umbrella. That is faith.
2. When you throw babies in the air, they laugh because they know you will catch them. That is trust.
3. Every night we go to bed without any assurance of being alive the next morning, but still we set alarms to wake up. That is hope.
4. We plan big things for tomorrow in spite of zero knowledge of the future. That is confidence.
5. We see the world suffering, but still, we get married and have children. That is love.
6. On an old man's shirt was written a sentence "I am not 80 years old; I am sweet 16 with 64 years of experience." That is attitude.

Have a happy day and live your life like these six stories. Remember - Good friends are the rare jewels of life, difficult to find and impossible to replace!!

*Warmest Regards,
Debra R. Buff, MMC
2020-2021 FACC President*

City Clerk, City of Belle Glade

Highlight



We will be highlighting a different member each week to share "what it means to be a member of FACC" for that person.

Today, enjoy reading about **Jenna Montoya, Assistant City Clerk, City of Cooper City.**

The FACC has been a tremendous resource for me as I grow in my career. I appreciate the outpour of support and opportunities the FACC provides to all clerks. I am a proud graduate of Youngstown State University. Following graduation, I moved to South Florida and worked for the Broward County Supervisor of Elections. I began working in the City of Cooper City in April of 2016 as assistant city clerk. I started with no previous clerk experience but quickly caught on and I love every minute of it. [Read More.](#)

2021 Summer Conference and Academy

Registration Information



June 26-30, 2021
#FACCsummer2021

Registration Opens April 30th.

Fort Myers
Luminary Hotel
2200 Edwards Drive, Fort Myers, FL 33901

Room Rate: \$169 per night

Member Rate: \$350 approximately

Donations/Promotional Items Needed

The Summer Conference and Academy Host Committee is asking for your help. Municipal clerks throughout the state will converge on downtown Fort Myers June 26-30 for the 2021 Summer Conference and Academy. We are reaching out to each of you asking for donations for the conference.



Door Prizes Needed: On the last day of the conference “City Treasures” giveaways of gift baskets, gift cards, or other prizes always make for a fun afternoon to close out the conference. Gift baskets or door prizes should be delivered no later than the first day of the conference, or we can arrange to pick them prior to June 25.

Welcome Bags: We also need to fill 200 welcome bags for attendees. Suggested items include – candy, snacks, city-related promotional items, hand sanitizer, T-shirts, hats, and any PR items of interest from your area (discount coupons, free tickets, etc.) Please submit your donations to the Fort Myers City Clerk/Host Chair, as soon as possible, but no later than Tuesday, June 1 to allow us time to “swag” the bags.

For more information please call or email your Summer Conference and Academy Committee Host Chair Gwen Carlisle gcarlisle@cityftmyers.com 239-321-7040, or Lily Baker lbaker@cityftmyers.com 239-321-7043, or Jennifer Myers jmyers@cityftmyers.com 239-321-7041 or any host committee member.

FACC Election for 2021-2022 Vice President

The FACC Nominating Committee received applications for the open positions (vice president and 7 district directors). Having received only one application for each district, those individuals are automatically on the slate of directors that will be presented to the membership for consideration during the FACC Annual Business Meeting, and it will be provided to the membership in accordance with the FACC By-laws. We do have an election for Vice President. Information on the candidates is provided below.

Ballots will be sent out April 6th by email to full members only. If you do not receive the email in your inbox on April 6th, check your spam or junk folder. Contact facc@flicities.com with any questions.

Voting ends April 20th at 11:59 p.m. ET.

Candidates for FACC Vice President:



Lakisha Q. Burch, MMC
Town Clerk
Town of Loxahatchee
Groves
[Read Introduction](#)



Angie Guy, MMC
City Clerk
City of Dade City
[Read Introduction](#)



Sandra N. McCreedy,
BPA, MMC
Town Clerk
Town of Surfside
[Read Introduction](#)

Member News

MMC Certification



The following FACC member earned their MMC certification:

- Elora Riera, MMC - Village Clerk - Village of North Bay

Congratulations, Elora!

CMC Certification



The following FACC member earned their CMC certification:

- Kervin Alfred, CMC - Deputy City Clerk - City of Pompano Beach

Congratulations, Kervin!

Retirement



City Clerk Barbara J. Barbour, MMC, City of Oviedo, is retiring May 7, 2021. She was appointed to city clerk on October 16, 2000.

Barbara became an FACC member on October 30, 2000.

Congratulations, Barbara!

Recognition Presentation

Jennifer R. Carfagno, MMC, Senior Office Specialist, City of Pinellas Park, received her MMC on January 5th. Jennifer was recently recognized for her MMC certification at the city council meeting on March 25th. Congratulations, Jennifer!



Pictured left to right: City Clerk Dawn M. Wright, MMC, City of Eagle Lake and Senior Office Specialist Jennifer R. Carfagno, MMC, City of Pinellas Park.



Pictured left to right: Mayor Sandra L. Bradbury, City of Pinellas Park and Senior Office Specialist Jennifer R. Carfagno, MMC, City of Pinellas Park.

FACC Board Meeting: March 25, 2021

The FACC Board of Directors met via Zoom on March 25, 2021.

[Executive Summary](#)



FACC Board Meeting: Minutes Approved



These minutes have been approved.

[February 18, 2021](#)

FACC Live Webinar



Social Media & Municipal Records Management Programs

Thursday, April 22, 2021
Time: 2:00 p.m. - 4:00 p.m. ET
Via GoToTraining

Registration ends April 20th.

FACC Members: \$75
Non-Members: \$100

[Register Now](#)

For the past decade, governmental agencies have raced to implement social media platforms for public communication. Today, nearly every municipal government utilizes a variety of social media tools, from Facebook to Twitter to Instagram. As a result, new challenges have emerged in the management of this information as a public record. This session explores social media as a public record and how this important tool fits into a municipality's records management program. Topics to be discussed include, records program requirements, resulting challenges, policy development, elected official usage, and records retention.

Presenter: Matt Daugherty, CRM, Executive Vice-President, SML, Inc.

Moderator: Robert E. Lee, DPA, ICMA-CM, Assistant Professor, MPA Program Coordinator, Florida Gulf Coast University and Executive Director, Center for Florida Local Government Excellence, The John Scott Dailey Florida Institute of Government

This program has been approved by IIMC for 2 hours (1 point) of CMC/MMC credit. A completed Ideas to Action (ITA) form is required to receive education credit.

The GoToTraining link will be emailed to you approximately 2-3 days before the webinar.

The education curriculum for both the CMC and MMC session content was developed, reviewed and approved by the Florida Institute of Government at Florida State University as an IIMC-approved institute, in cooperation with the FACC Professional Education Committee and Board of Directors.

[Register Now](#) or [Download Fillable Registration Form](#) to pay by check.

Registrations will not be considered complete until payment has been received. If the check is received after the webinar is full, you can take the recorded version and still receive credit after completing the ITA form.

Job Openings



[Browse](#) current job openings.

Upcoming Events

To view a list of all upcoming FACC Board of Directors Meetings, [click here](#).

FACC Webinar: Social Media & Municipal Records Management Programs, via GoToTraining

April 22, 2021

2:00 p.m. - 4:00 p.m. ET

[Register Now](#)

Municipal Clerks Week

May 2-8, 2021

#MuniClerks
#MuniClerks2021
Toolkit Available Soon!

75th Annual IIMC Conference, Grand Rapids, MI

Embrace the Rapids: Maneuvering in a Changing World
May 9-13, 2021

2021 Summer Conference and Academy, Fort Myers

June 26-30, 2021

#FACCSummer2021

Fort Myers, Luminary Hotel

Room Rate: \$169 per night

Member Rate: \$350 approximately

2021 Fall Academy, The Shores Hotel, Daytona Beach Shores

October 17-21, 2021

#FACCFall2021

Room Rate: \$129 per night

Member Rate: \$400 approximately



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**Florida Association of
City Clerks**

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